



SACHI A. HAMAI
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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November 17, 2015

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Hilda L. Solis
Supervisor Mark Ridley-Thomas
Supervisor Sheila Kuehl
Supervisor Don Knabe

From: Sachi A. Hamai
Chief Executive Officer

Board of Supervisors
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First District

MARK RIDLEY-THOMAS
Second District

SHEILA KUEHL
Third District

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DEPARTMENT OF CHILDREN AND FAMILY SERVICES REQUEST FOR SALARY PLACEMENT UPON APPOINTMENT TO THE POSITION OF ADMINISTRATIVE DEPUTY III FOR MR. ROGELIO TAPIA

The Department of Children and Family Services (DCFS), with the support of the Chief Executive Officer (CEO), requests approval to appoint Mr. Rogelio Tapia to the position of Administrative Deputy III, Item No. 1058, at an annual base salary of \$161,372.64. The base salary placement for Mr. Tapia onto Management Appraisal and Performance Plan (MAPP) Tier II, Salary Range S15, Step 8 (the Board-approved range for this position), will place Mr. Tapia below the control point of the range. This salary is recommended based on Mr. Tapia's extensive experience and the role and responsibilities he will perform as Administrative Deputy II, overseeing the Department's Bureau of Finance and Administration (BFA).

As Administrative Deputy II, Mr. Tapia will report directly to the Senior Deputy Director, Children and Family Services, and will be responsible for administrative oversight and primary supervision of the Department's central administrative operations and support services, which include the Fiscal Operations, Human Resources and Revenue Enhancement Divisions consisting of approximately 800 staff.

Mr. Tapia is a seasoned finance professional with 15 years of experience in the County. He currently holds the title of Departmental Finance Manager III in the DCFS Fiscal Operations Division. As Departmental Finance Manager III, Mr. Tapia is responsible for the planning, coordination, direction, and control of all financing activities within the Department and oversees approximately 128 administrative, technical, and professional positions through subordinate managers. Additionally, he directs the development,

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implementation, and administration of the Department's annual operating and human services program budgets totaling more than \$2.0 billion, which includes funding for approximately 7,827 positions and off-site satellite locations. Prior to his current assignment, Mr. Tapia has held the positions of Assistant Division Chief at DCFS, Administrative Services Manager II in the CEO, Program Manager in the Department of Community and Senior Services, and Human Services Administrator I in the Department of Public Social Services.

Mr. Tapia earned a Bachelor of Science degree in Accountancy from the California State University, Northridge.

In accordance with current practices on managerial appointments, unless otherwise instructed by the Board by December 1, 2015, the Chief Executive Office will advise the Department of Children and Family Services to proceed with Mr. Tapia's appointment to Administrative Deputy III, at an annual base salary of \$161,372.64, effective no sooner than December 2, 2015.

If you have any questions regarding this matter, please contact Maryanne Keehn at (213) 974-0470.

SAH:JJ:MTK
NV:TL:mst

c: Executive Office, Board of Supervisors
County Counsel
Cynthia McCoy-Miller, Children and Family Services